

**DIVERSITY COUNCIL**  
**JESSIE PARKER BUILDING, 1<sup>ST</sup> FLOOR, KNUDSEN TRAINING ROOM**  
**July 10, 2008**  
**2:30 PM – 4:30 PM**

Agenda Item	Notes
<b>Members Present</b>	<p>Nancy Berggren, Department of Administrative Services – Human Resources Enterprise (DAS-HRE)  Preston Daniels, Employee and Family Resources, Chair  Renee Hardman, Bankers Trust, Co-Chair  Shirley Hicks, Iowa School for the Deaf, Retired  Miguel Moreno, Department of Transportation  Alba Perez, Greater Des Moines Partnership  Walter Reed, Jr., Department of Human Rights  Ralph Rosenberg, Civil Rights Commission  Miriam Tyson, Iowa Department of Economic Development (IDED)  Dinh VanLo, Tai Village, Inc.  Stephen Wooderson, Iowa Vocational Rehabilitation Services (IVRS)</p>
<b>Member Participating via Conference Call</b>	<p>Reginald Jackson, Wells Fargo Bank, N.A.</p>
<b>Members Absent</b>	<p>Mollie Anderson, Department of Administrative Services (DAS)  Robin Jenkins, DAS-HRE  Jim Larew, Governor's Office  Jonathan Thorup, Department of Public Safety</p>
<b>Designee</b>	<p>Deborah Svec-Carstens, Governor's Office, sitting in for Jim Larew</p>
<b>Other Attendees</b>	<p>G. Dean Austin, Department of Public Health  Sherry Barnard, Deaf Action Center, Interpreter for Shirley Hicks  Terry Brown, Homeland Security and Emergency Management Department  Katie Errin Carlson, Concerned Citizen  Susan Churchill, DAS-HRE, responsible for taking meeting minutes  Beverly Couch, IDED  Renaldo Ellis, Concerned Citizen  Jesus Estrada, DAS-HRE  June Froehle-Snyder, Department of Human Services  David Goldman, Concerned Citizen  Tomika Greene, DAS-HRE  Bethany Hall, Deaf Action Center, Interpreter for Shirley Hicks  Minnie Mallard, Elder Affairs  Barb McClannahan, IVRS  Rev. Irv Lewis, Sr., Black Ministerial Alliance  Dick Reinap, Deaf Action Center, Observer  Dawn Stohs, DAS-HRE  <i>Others were present who did not sign in.</i></p>

<p><b>Agenda Items</b></p>	<ul style="list-style-type: none"> <li>I. Opening Remarks – Preston Daniels</li> <li>II. Review and Approval of Minutes of June 26, 2008 <ul style="list-style-type: none"> <li>A. No corrections or additions.</li> <li>B. Minutes approved.</li> </ul> </li> <li>III. Review and Approval of E-Mail Addresses for Diversity Council Website <ul style="list-style-type: none"> <li>A. No corrections.</li> <li>B. Email addresses approved.</li> </ul> </li> <li>IV. Determine Meeting Schedule after July 10, 2008 <ul style="list-style-type: none"> <li>A. The next meeting will be on August 14, 2008, from 2:30 p.m. – 4:30 p.m.</li> <li>B. On August 14, the Council will set its meeting schedule through the end of the year.</li> </ul> </li> <li>V. New Business <ul style="list-style-type: none"> <li>A. The Council formed a Persons with Disabilities Subcommittee. <ul style="list-style-type: none"> <li>1. Subcommittee members: <ul style="list-style-type: none"> <li>a. Stephen Wooderson</li> <li>b. Preston Daniels</li> <li>c. Nancy Berggren</li> <li>d. Miguel Moreno</li> </ul> </li> <li>2. Barb McClannahan, who works with Stephen Wooderson at Iowa Vocational Rehabilitation Services (IVRS), spoke about her department's activities; IVRS is: <ul style="list-style-type: none"> <li>a. Working with the Department of Administrative Services on referrals of qualified candidates and retention of state employees with disabilities.</li> <li>b. Developing customized training opportunities and/or internships for persons with disabilities.</li> <li>c. Considering using a disability-friendly self-assessment survey to improve workforce diversity in state government.</li> </ul> </li> <li>3. Stephen Wooderson stated that the Council could: <ul style="list-style-type: none"> <li>a. Use the work of IVRS as a foundation and build upon it.</li> <li>b. Include the Department for the Blind.</li> </ul> </li> </ul> </li> <li>B. The Council discussed adding a progress chart to the Diversity Council website. <ul style="list-style-type: none"> <li>1. Alba Perez stated that the Council should have a progress report, listing recommendations and action steps, for the public.</li> <li>2. Preston Daniels stated that actual mandates from Executive Order Four could be listed; however, he would not want to list ad hoc suggestions.</li> <li>3. Miguel Moreno felt that the public cares more about “end results” and not “progress.”</li> <li>4. Ralph Rosenberg and Miriam Tyson suggested studying whether or not the website should be redesigned to be more user-friendly for the public.</li> <li>5. Nancy Berggren stated that Council Members may send website suggestions to her.</li> </ul> </li> </ul> </li> <li>VI. Subcommittee Reports <ul style="list-style-type: none"> <li>A. State's Hiring Policies and Practices – Nancy Berggren spoke on behalf of the Subcommittee; the Subcommittee will: <ul style="list-style-type: none"> <li>1. Meet on July 21, 2008.</li> <li>2. Provide next steps at the August 14 Diversity Council meeting.</li> </ul> </li> <li>B. Diversity Training for Entire State Workforce – The Subcommittee had nothing to report at this time.</li> <li>C. Diversity Plans – Nancy Berggren spoke on behalf of the Subcommittee. <ul style="list-style-type: none"> <li>1. The plans have been sent to departments.</li> <li>2. The departments have until July 31, 2008, to return their plans to DAS.</li> </ul> </li> <li>D. Employee Referral System – Stephen Wooderson spoke on behalf of the Subcommittee. <ul style="list-style-type: none"> <li>1. Nothing to report at this time.</li> <li>2. The Subcommittee has scheduled a video conference for July 14, 2008.</li> </ul> </li> <li>E. Best Practices – Renee Hardman stated that she will give a best practices presentation on Bankers Trust at the next meeting.</li> </ul> </li> <li>VII. The Council discussed the topic: <i>How will state employees know that the Diversity Council has made a difference?</i></li> </ul>
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	<ul style="list-style-type: none"> <li>A. Renee Hardman stated the Council might want to consider focus groups or online surveys.</li> <li>B. Walter Reed pointed out that DAS generates monthly reports that look at the diversity of the state workforce; this can be given to the Council quarterly or monthly.</li> <li>C. Preston Daniels stated that the Council may not see changes; however, it is laying the groundwork and future Councils will see changes.</li> <li>D. Miriam Tyson suggested that the Council have a brainstorming session to come up with ideas on how it can measure the difference it has made in state government.</li> </ul> <p>VIII. Public Forum via Iowa Communications Network (ICN) Sites</p> <ul style="list-style-type: none"> <li>A. DAS will provide the Council with options for dates and Sites.</li> <li>B. The Council will decide when and where the forum will take place.</li> <li>C. DAS will handle the logistics.</li> </ul> <p>IX. Public Forum</p> <ul style="list-style-type: none"> <li>A. Beverly Couch suggested that employees be allowed to attend Diversity Council meetings on state time. (Currently, state employees who are not directly involved with the Diversity Council must use vacation time to attend meetings.)</li> <li>B. Renaldo Ellis asked when the data on underutilization of protected classes will be published. <ul style="list-style-type: none"> <li>1. Bill West replied that the annual Affirmative Action Report includes all of this data.</li> <li>2. Nancy Berggren stated that DAS would put a link to the Affirmative Action Report on the Diversity Council website.</li> </ul> </li> </ul>
<b>Recap of Issues Raised</b>	<ul style="list-style-type: none"> <li>I. How will the Council measure the impact it has made in state government?</li> </ul>
<b>Items for Next Meeting</b>	<ul style="list-style-type: none"> <li>I. Determine Meeting Schedule.</li> <li>II. New Business.</li> <li>III. Best Practices Presentation: Bankers Trust</li> <li>IV. Subcommittee Reports.</li> <li>V. Brainstorming Session: <i>How will State Employees know that the Diversity Council has made a Difference?</i></li> <li>VI. Public Forum via Iowa Communications Network (ICN) Sites.</li> <li>VII. Public Comment.</li> </ul>
<b>Next Meeting</b>	The next meeting will be held on Thursday, August 14, 2008, from 2:30 p.m. – 4:30 p.m. <i>in Knudsen Training Room on the first floor of the Jessie Parker Building, 510 East 12<sup>th</sup> Street, Des Moines, IA.</i>
<b>Adjourned</b>	Meeting adjourned at 4:30 p.m.